

IIJS SIGNATURE 2022 Exhibitor Manual

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SECTION - 1 - GENERAL INFORMATION

1

Welcome Letter

Dear Exhibitors,

At the outset, I want to express my gratitude and sincere appreciation to you all for having been part of the IIJS family. Thanks to you all for making the IIJS Premiere 2021 super successful. It was the first physical show that we held after a hiatus of nearly 20 months. The challenges were many as we moved our flagship show to Bengaluru. The strict pandemic protocols that were in place ensured that we all conducted business in safe environs.

Buoyed by the release of pent-up demand and increased participation, I welcome you on behalf of GJEPC to the 14th edition of India's premium jewellery sourcing event IIJS Signature 2022. This time, we are back in our home ground, but at the new venue -- The Jio World Convention Centre (JWCC), that will offer world-class facilities to its participants.

Located in the heart of Mumbai city, and adjacent to the Bharat Diamond Bourse, JWCC is easily accessible from domestic and international airports.

On its part, GJEPC strives diligently to offer quality in terms of the product, exhibitors, visitors, and the show ambience. The enthusiastic response from 970+ applicants for more than 1700+ booths has demonstrated the industry's faith in the IIJS brand.

A total of 200+ new companies have been allotted booths in this edition, and we expect 15,000+ visitors to attend it from over 535 cities across India. Our teams are personally going door-to-door to meet retailers across India to seek registrations and ensure a huge inflow of domestic visitors. We are also making every effort to attract overseas buyers from key target markets like the US, the Middle East, China, Europe, Russia among others.

IIJS Signature stands tall for its eclectic mix of high-design jewellery to cater to a multitude of individual requirements. The first show of the Indian calendar year is perfectly timed to replenish inventory for the upcoming jewellery-driving festivals and the summer wedding season.

The show will be divided into two sections -- the Pavilion Hall measuring 15,000 sqm will accommodate exhibitors from the loose diamond, diamond & studded jewellery, and Labs & Education segments. The Jasmine Hall, measuring 10,000 sqm will house plain gold and gold studded CZ jewellery manufacturers. The show will also have a dedicated space for the silver jewellery section in the Pavilion Hall.

The JWCC boasts spacious meeting rooms and event spaces and has a large parking space that can accommodate 5000+ cars

This all-comprehensive show is an excellent platform that will help you discover new vendors, expand your networking opportunities, and grow your business.

On behalf of the Committee of Administration, the Exhibition Sub-Committee, GJEPC Secretariat and all the agencies working for IIJS Signature 2022, I wish all participants and attendees good luck for the show.

The journey doesn't end here. I wish to quote Thomas Watson, Sr., former CEO, IBM, who once said, *"To be successful, you have to have your heart in your business, and your business in your heart"*. So, I take this opportunity to announce that GJEPC is coming up with a brand-new show IIJS Tiritiya which is scheduled from 24th to 27th March 2022. Stay tuned for more details from us.

For now, let us train our sights on IIJS Signature. Let us begin the New Year with new hopes, new aspirations, and renewed optimism

Shailesh Sangani

Convener - Exhibition Sub-Committee (National)





VENUE

Jio World Convention Centre (JWCC))
Opp Bharat Diamond Bourse,
Banda Kurla Complex, Bandra (E), Mumbai 400051

SHOW DATES

6th – 9th January 2022

INAUGURATION

The National Anthem will be played at 9.50 am on **6th January 2022**.

All exhibitors are requested to finish their booth setup by
9.30 am and then attend the Inauguration Ceremony

SHOW TIMINGS

DAY	DATE	TIME
Thursday	06/01/2022	10.00 am – 7.00 pm
Friday	07/01/2022	10.00 am – 7.00 pm
Saturday	08/01/2022	10.00 am – 7.00 pm
Sunday	09/01/2022	10.00 am – 6.30 pm

VISITOR REGISTRATION TIMINGS

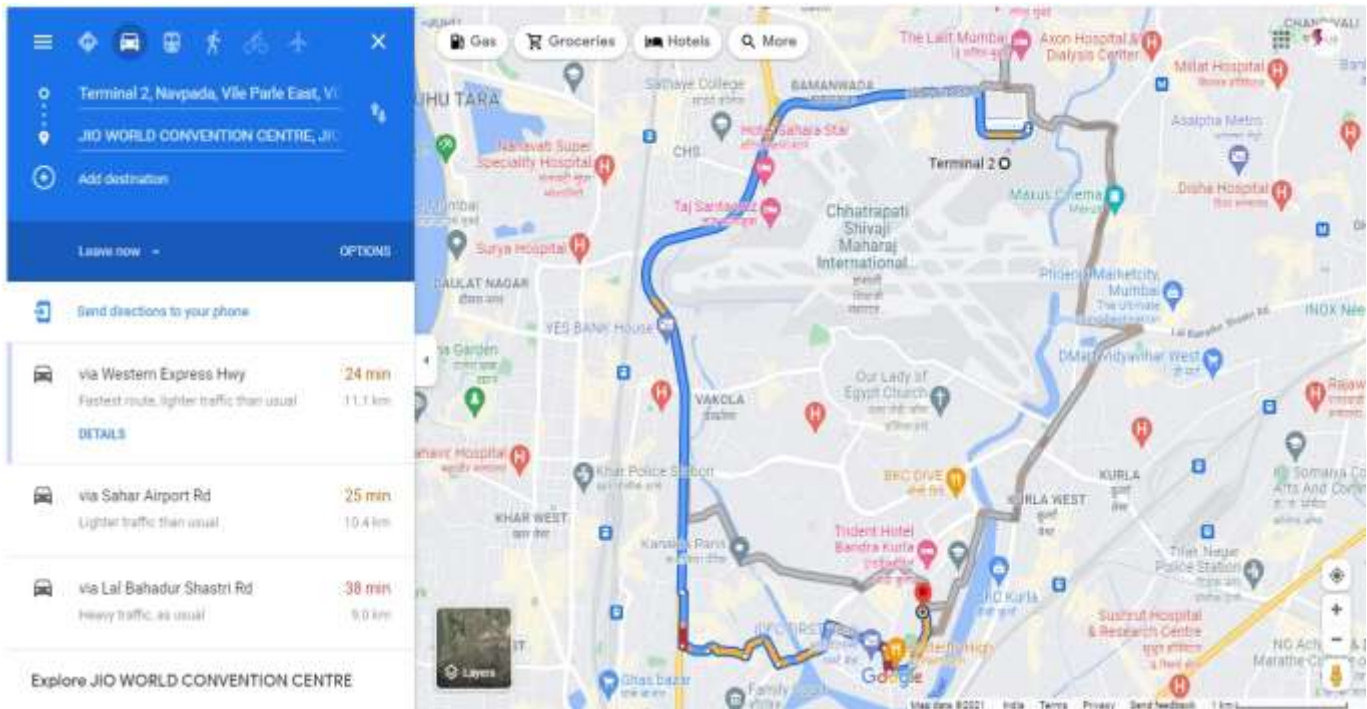
Dates	Registration Timings	Entry in Exhibition Halls
06/01/2022	09.00 am – 05.00 pm	10.00 am – 6.00 pm
07/01/2022	09.00 am – 05.00 pm	10.00 am – 6.00 pm
08/01/2022	09.00 am – 05.00 pm	10.00 am – 6.00 pm
09/01/2022	09.00 am – 04.30 pm	10.00 am – 5.30 pm

ORGANIZER**THE GEM & JEWELLERY EXPORT PROMOTION COUNCIL****Head Office and Registered Office**

Office No. D2B, Tower D - Central,
Next to ICICI Bank, Bandra-Kurla Complex,
Bandra (East), Mumbai
Tel: +91 - 22 - 42263600

Email: ijjs@gjepcindia.com Website: www.gjepc.org/ijjs-signature/

Directions from Chhatrapati Shivaji Maharaj International Airport to Jio World Convention Centre.



← from Terminal 2, Navpada, Vile Parle East, Vile Parle, ...
to JIO WORLD CONVENTION CENTRE, JIO WORLD CE...

24 min (11.1 km)

via Western Express Hwy

Fastest route, lighter traffic than usual

Terminal 2

Navpada, Vile Parle East, Vile Parle, Mumbai, Maharashtra 400099

- Follow Sahar Airport Rd and Western Express Hwy to Service Rd in Bandra East. Exit from Western Express Hwy

11 min (7.4 km)

- Continue on Service Rd. Take Jagat Vidya Marg to Bandra Kurla Complex Rd in Kala Nagar

5 min (1.6 km)

- Turn left onto Bandra Kurla Complex Rd
➤ Pass by Wockhardt Global Headquarters (on the right in 500 m)

2 min (600 m)

- Drive to Avenue 3

5 min (1.5 km)

JIO WORLD CONVENTION CENTRE

JIO WORLD CENTRE, G Block BKC, Bandra Kurla Complex, Bandra East, Mumbai, Maharashtra 400051

- **New Venue & New Floor Plan:**

IIJS SIGNATURE 2022 will be held at a new venue JWCC which is opp. to Bharat Diamond Bourse in Bandra Kurla Complex. JWCC is a world class state of the art convention centre with all the amenities. The exhibition will be held in 2 halls (Jasmine & Pavilion) which is 25000 sqm collectively. The floor plan is designed as per the requirement & the overall spread of section across all the halls

- **Safe Payment through online mode:**

The payments for safe rental to be done via NEFT only. However, exhibitors will have to submit the bond on ₹ 200 stamp paper to GJEPC office

- **Digital Badges:**

As introduced during IIJS Premiere 2021 to control the spread of Covid-19 & part of safety measures, Digital Badges will be issued to exhibitors & visitors. The badges can only be downloaded through GJEPC App only. No physical badges like previous years would be issued.

- **New Section:**

This year we have introduced a new section for silver jewellery, artefacts & gifting items in the Pavilion Hall (Ground Floor). All the companies dealing in silver items will be displaying their goods in this section.

- **Free Parking Facility:**

JWCC has 4 levels of basement parking for more than 4000+ cars. Parking facility will be provided free on first come first serve basis

- **Complimentary Lunch:**

Complimentary Lunch will be provided to all the exhibitors & visitors in the meeting rooms on level 1 & level 2 of JWCC between 12 pm to 4 pm.

BOOTH DECORATION TIMINGS & SCHEDULE

Exhibitor should report to the site & commence their Booth's decoration / window's display work as per the timings given below:

Section	To commence Booth Decoration work by	To complete Booth Decoration work by.
Gold Jewellery, Diamond & Colour stone Jewellery Section, Loose Stones	5 th January 2022. 10.00 a.m.	5 th January 2022. 6.00 p.m.

All items like computers/printers/display material/trunks/brochures/flyers etc. will ONLY be allowed during setup period i.e., on 5th January 2022.

(All exhibitors are required to complete their booth decoration on 5th January 2022, by 6.00 pm, thereafter the halls will be closed & sealed.) Air-conditioning at the exhibition halls will be available during the show days only.

Exhibitor cars will only be permitted in the basement carparking of JWCC on 5th January 2022 between 10 am to 5 pm and 9th January 2022 after 5:00 pm to 8:00 pm.

Entry/Exit gate information will be provided in due course

SECTION – 2 – ONLINE FORMS & SERVICE INFORMATION:

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Exhibitor Manual Online Forms Checklist & Deadlines

Online Exhibitor Manual Forms are live from 27th Nov 2022

FORM NO.	FORM NAME	TYPE	END DATE	Surcharge / Remark
Form No. 1	Compulsory Catalogue Entry	Submit Online only	15 th December 2021	
Form No. 2	Exhibitor Badges	Submit Online & Online Payment	15 th December 2021	
Form No 12	Vaccine Certificate	Upload Vaccination certificate for approved exhibitors	15 th December 2021	
Form No. 3	Stand fitting Services	Submit Online & Online Payment	15 th December 2021	
Form No. 4	Stall Layout	Submit Online only	15 th December 2021	
Form No. 5	Safe Leasing Facility	Submit Online & Payment	15 th December 2021	Surcharge Post Deadline
Form No. 6	Stand Cleaning Services	Submit Online & Online Payment	15 th December 2021	
Form No. 7	Wireless Internet Connection	Submit Online & Online Payment	15 th December 2021	
Form No. 8	Electronic Surveillance	Submit Online & Payment	15 th December 2021	Direct Payment to official Agency
Form No. 9	Undertaking of Jewellery Fineness	Print & submit to GJEPC	15 th December 2021	
Form No. 10	Stall Allotment Letter	Download & Print	15 th December 2021	Available after Approval of Form no. 4
Form No. 11	Exhibitor Clearance	Download & Print	9 th January 2022	For submission during exit

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Compulsory Catalogue Entry (Form No. 1)

This form is mandatory for entry in the Show Catalogue for Information purpose. In case exhibitor do not submit the online form with details as mentioned in form, then the information given in previous edition or with basic contact information as given by the exhibitor in the application form will be used. Exhibitors should take advantage of this publicity and information medium by giving full details on time.

Please note that the Exhibitor badges form will be accessible only once the Form No. 1 Compulsory catalogue entry has been submitted online. The deadline for submitting online for **Form No. 1** Compulsory catalogue entry is **15th December 2021**

10.1 Exhibitor Badges Entitlement (Online form No. 2)

Each exhibitor will be entitled to get free Exhibitor Badges for personnel managing their booths. Exhibitors are requested to submit online **Form No. 2** with the names of their personnel who will be present during the exhibition at their booth/s, together with one recent coloured passport size photograph, enabling the organizers to issue photo identity badges. Exhibitors should note that without a proper photograph on the e-badge & vaccine, no one will be allowed to enter the halls / man the booths.

We are in discussion with the Govt Authorities on increasing the no of badges. We will soon inform about the development on the same. Accordingly, no of badges per booth will be duly informed.

The online form is not yet live & will be activated shortly

- The badge holder must follow and adhere the rules & regulations & security procedures set by GJEPC to enter the exhibition halls.
 - GJEPC reserves the right to postpone or cancel or transfer or change date, time and the location of the Exhibition, and shall have no claims whatsoever in this regard.
 - Exhibitors must provide the below proof for registration of Exhibitor Badges
 1. **For Proprietor / Partners / Directors**
 - RCMC certificate / GST certificate / IEC Copy
 2. **For Direct Employees (On companies' payroll)**
 - Letter from the Partner/Proprietor/Director of the Company on the letterhead stamped and signed
OR
 - CA Certificate
OR
 - Salary Slip of each staff
 3. **For Indirect Employees (Karigars, Babus, Hostesses etc.)**
 1. Letter from the Partner/Proprietor/Director of the Company on the letterhead, duly stamped & signed as per quota
 4. As per order no: DMU/2020/CR. 92/DisM-1, dated 27th Nov 2021, all persons attending any show or event need to be **"FULLY VACCINATED". Vaccination Certificate as "FULLY VACCINATED" to be uploaded on the online manual on Form No 12.**
- Please Note: The Exhibitor shall ensure that the staff nominated at the exhibition follows and adheres to the participation rules of the show and any violation of the said rules will lead to initiating disciplinary action against the Exhibitor / Employer.**
- **THE BADGES WILL BE IN DIGITAL FORMAT TO BE DOWNLOADED ON YOUR SMART PHONE.**
 - GJEPC reserves the right to refuse admission/suspend entry to the show of any visitors, exhibitors or their representative and any other categories of badges for security reasons and/or creating disturbance or discomfort of any kind to the show, also GJEPC reserves the right to admit any pre-registered Exhibitor as per its discretion, even if the Exhibitor badges have been issued and paid for the show.
 - Person under the age of 18 is NOT allowed to enter the show nor be the booth attendant/technicians/workers under exhibitor badge.
 - Exhibitor fees once submitted will be non-refundable/non-transferable under any circumstances. Reasons like change of employment, transfer in service, cancellation of visit etc., will not be entertained.
 - Exhibitor Badges will be issued as per the details mentioned in the Exhibitor Manual.
 - The last day for applying Exhibitor Badges is 15th December 2021.
 - **Only 2 replacements will be allowed at the rate of ₹ 500/- + Taxes per badge**
 - **Any further replacement will be charged at ₹ 2000 + GST per badge, to the maximum of 2 badges only. Further to this there will be no replacement badges issued.**
 - The invoice will be issued after the show to the applicant company/firm as provided in the application.

- If in case any employee leaves the company, then it will be owner's responsibility to inform GJEPC to discontinue the Exhibitor badge of that employee
- Exhibitor should abide by the terms and conditions applicable for registration of Exhibitors set by "The Gem & Jewellery Export Promotion Council (GJEPC)".
- Only Exhibitors who have been allotted a booth can register through online Exhibitor Manual.
- The badges for total manpower including hostesses/interpreters should be within the entitled quota of badges that each Exhibitor is allowed. Numbers for the same are stated in the below table. Any misuse of the Exhibitor badges will result in confiscation of the cards and disciplinary action against the Exhibitor / Employer will be taken.
- *In case of any such instance where it comes to the attention of the Council that an exhibitor has procured any pass/badge under the Visitor category for its own representative by utilizing the name of a nonparticipating company and such person holding a visitor category pass/badge is found manning the exhibitor's booth during any time of the exhibition dates, then suitable action shall be taken by the Council against the exhibitor as well as the holder of the visitor badge including but not limited to cancellation of booth for that exhibition & debarment from participation in any future shows which may be organized by GJEPC for both the companies involved thereof.*
- *In case it is discovered that a visitor enters the exhibition holding an exhibitor badge and conducts any commercial activity as an Exhibitor, then suitable action shall be taken by the Council as it deems fit against the said person as well as the company who has issued the Exhibitor badge.*
- If your company becomes an exhibitor at IIJS SIGNATURE 2022, then your visitor registration for IIJS SIGNATURE 2022 will get automatically cancelled and fees paid will not be refunded or adjusted under any circumstances.
- Photography/Videography inside the exhibition is strictly prohibited. Council's officials reserve the right to confiscate the camera/phone and further, if deemed fit cancel your registration.

The no of badges per booth will soon be informed

Note:

The badges for total manpower including hostesses/interpreters should be within the entitled quota of badges that each Exhibitor is allowed. Numbers for the same are stated in the above table. Any misuse of the Exhibitor badges will result in confiscation of the cards

Entry Procedure into JWCC Complex (Code of Security **Level** comes into effect from **5th January 2022** onwards)

Entry into JWCC Complex is strictly restricted. No exhibitor's will be allowed to enter the exhibition halls without an official badge issued by organizers from **5th January 2022** onwards. Exhibitors should order the required number of badges by filling up **Form No 5**.

MISUSE OF BADGE/S: The entry badge is strictly personalized and non-transferable. Anyone caught trying to forge this badge or force entry will be liable for prosecution

10.2 Exhibitor Car Parking

Parking facility is available at JWCC from Level P0 to P4. Exhibitors can park their vehicles on any of the parking levels on first-cum-first-serve basis. **No exhibitor car stickers will be issued to exhibitors.**

Exhibitor Car Parking: Exhibitors' vehicles can park their cars on first come first basis in the specified parking area of **JWCC Basement Parking** from 5th January 2022 onwards till 9th January 2022

The parking of vehicle will be based on first-come-first-served basis, as per availability

Please note that the parking of the vehicles is at Owner's Risk and responsibility and the Council, or any official agency appointed by Council shall not be held responsible or liable in this regard. In case the Council or any official agency appointed by Council is held liable or responsible in this regard, we shall indemnify the Organizer and keep the Organizer indemnified and safe and harmless at all times, against any and all claims, liabilities, damages, losses, costs (including reasonable legal fees), charges, expenses, proceedings and actions of any nature whatsoever made or instituted against or caused to or suffered by the Council directly or indirectly by any reason whatsoever

10.3 Shuttle Bus Services

Bus Shuttles will be provided to Exhibitors from the official hotels to the venue and back, at specific timings. Please check with the respective hotels for the same.

Bus Shuttle services will also be available for exhibitors from the SRPF Ground to the venue. Please check the website for the [Shuttle Bus schedule](#)

11 Standard Booth Package & Extra Furniture

Booth Look & Feel

All exhibitors would be provided with prefabricated Booths as done in previous editions

All booths will be prefabricated as per the theme, look & feel of the show and there is no scope of custom-made construction on RAW SPACE for the entire show. Minimum basic furniture will be provided for each booth.

11.1 Basic Booth Equipment Package

Exhibitors will be provided the Booth Panels, Fascia and full Carpet Flooring along with the following accessories and furniture:

Gold / Studded Jewellery / International / Loose Stones (HALL Jasmine/Pavilion)						
Sr.no.	Display/Furniture details	9 sqm	18 sqm	27 sqm	36 sqm	54 sqm
1)	Octonorm top glass showcase with 1m channel LED Profile 18 W (2nos), 2 LED lights 5 W (Yellow/White) & lockable storage	1 no.	2 nos.	3 nos.	4 nos.	6 nos.
2)	Octonorm tall Glass Showcase with 1m channel LED Profile 18 W (2nos), 2 LED lights 5 W (6nos), 6 lights (Yellow/White) & lockable storage	1 no.	2 nos.	3 nos.	4 nos.	6 nos.
3)	Octonorm table (All side Open)	1 no.	2 nos.	3 nos.	4 nos.	6 nos.
4)	Novia Chairs	4 nos.	8 nos.	12 nos.	16 nos.	24 nos.
5)	16 W LED for general lighting (White/Yellow)	6 nos.	12 nos.	18 nos.	24 nos.	36 nos.
6)	Dustbin with Lid	1 no.	2 nos.	3 nos.	4 nos.	6 nos.
7)	Door (36 Sq Mtr & above)	NA	NA	NA	1 no.	1 no.
8)	Plug Point 15 amp (Multi Socket)	2 no.	4 nos.	6 nos.	8 nos.	12nos.
9)	Carpet - Non-Woven (Synthetic Carpet)	1 no.	1 no.	1 no.	1 no.	1 no.

Note:

- Corner booths will have fascia on both / all open sides with fascia boards carrying the Company's name. Where Exhibitors are occupying 2 or more adjoining standard booths, the partitioning panels in-between the booths shall not be erected unless requested by the Exhibitor.
- Exhibitors having 2 side/3 side open corner booth will be provided with the panels which will be included in the booth package. Exhibitors are requested to make note of the same & accordingly design your booth & apply for additional panels as per requirement
- Exhibitors are allowed to exchange top glass showcase with tall glass showcase & vice versa provided in the booth package. **The exchange can be done on the form no 4 (Stall Layout/Exchange of showcase)** Kindly select the exchange option & also mark on the stall layout with appropriate no of showcases.

- Extra Furniture: Order for any extra furniture, please refer to **Form No. 3** Stand fitting services

Fascia: A uniform size of fascia will be provided to all the Exhibitors

Domestic Exhibitors: Please note that the fascia name for Indian Exhibitors in all the Section will be exactly as per the Company name mentioned in their **membership form**.

For Overseas Exhibitors, it will be exactly as mentioned in the space application form. No Changes are allowed.

11.2 Extra Furniture Requirement (Online form No. 3)

For any extra furniture requirements, kindly refer to Form No. 3 Stand fitting services. It is strongly recommended that any extra furniture requirements should be ordered well in advance to avoid the surcharge as well as non-availability of required furniture. **All orders made onsite will be with 50% surcharge & subject to availability. Order Form without payment will not be accepted.**

It may be noted that furniture should be ordered online by submitting Form No. 3 Stand fitting services, Payment for the same can also be made online. In case of any additional furniture ordered, it is mandatory to mention the placement of the additional furniture in the customised booth layout.

The deadline for submitting online for Form No. 3 Stand fitting services is **15th December 2021**

Exhibitors are requested to handle the stand – fitting contractor's material with due care. Exhibitors will be liable to pay for any damages done by them directly to the stand fitting contractor. It must be ensured that no pins or screws are drilled into the booth panels.

Sr. No	Particulars	IIJS SIGNATURE 2022
		Jasmine & Pavilion Hall
1	Novia Chair	₹ 400
2	Bar Stools	₹ 750
3	Table (with 3 Side Close Panel)	₹ 600
4	Desk Table with Lockable storage (octonorm)	₹ 900
5	Glass Round Table	₹ 900
6	Top Glass Showcase with 1m channel LED Strip (2 Nos), 2 LED Lights & Lockable storage (Yellow / White)	₹ 2800
7	Tall Glass Showcase with 1m channel LED strip (6 Nos), 6 LED lights & lockable storage (Yellow / White)	₹ 5000
8	Single Glass Shelf	₹ 300
9	Brochure Rack	₹ 600
10	System Panel	₹ 1000
11	Folding Door	₹ 2500
12	Dustbin	₹ 40
13	Plug Point	₹ 300
14	16 W LED for general lighting (White/Yellow)	₹ 300
15	Table (without panel)	₹ 700
16	70W LED Metal Halide (White)	₹ 1000
17	70W LED Metal Halide (Yellow)	₹ 1000
18	100W Comptalux Spot - Yellow Lights	₹ 300

Above rates are exclusive of GST

11.3 Booth Layout (Online form No. 4)

- 1) Exhibitor may opt for standard basic layout as given in online **Form No. 4** stall layout form or may upload customized layout with standard fittings.
- 2) In case of customization layout should be in grid of 1 meter X 1 meter only.
- 3) In case of any additional furniture ordered, it is mandatory to mention the placement of the additional furniture in the customised booth layout.
- 4) Please take note of top grid for lighting positions provided as shown in standard layout please take note of grid while customizing your layout & lighting position.
- 5) The deadline for submitting online for **Form No. 2** Booth layout is **15th December 2021**
- 6) **Repositioning of lights inside display showcase**
Exhibitors in all the categories of stalls would be allowed to reposition the lights inside the display showcases. For this Exhibitors need to inform the organizers by **15th December 2021**. Please note that the charges for the repositioning of the lights is ₹ 1000/- per showcase.

7) **Installing personal lights or any other kind of furniture is not permitted. In case it is found that any exhibitor is using/installing their personal lights/furniture, it will be considered as violation of participation rules & regulations & strict disciplinary action will be taken which may include closing of your booth & debarring from participation at any future shows organized by GJEPC.**

STALL/PANEL BRANDING

All the panels of the booths can be used by exhibitors for their branding. No panels will be reserved for organizer's branding

Exhibitors are not allowed to add/paste any additional branding on Furniture.

Panel Branding size - 2.34m x 0.91m (viewable area)

Branding Medium – Self-Adhesive Vinyl

12

Electrical & Power Supply Information

12.1 Basic Electricity Entitlement

Lights/Power plug points will be provided strictly as per the type of booth allotted. See **Table** under the heading **“Basic Booth Equipment Package”**. The electricity consumption charges for the spotlights mentioned in the table are included in the participation cost paid at the time of booth booking.

Each booth will be provided with electrical connections and will be allowed a maximum consumption of **1200 watts**. **Earthing is a must for every type of electrical connection and accessory fitting.**

Exhibitors are strictly advised NOT to directly draw electricity from the JWCC Complex (JWCC) Distribution Boxes. If detected, these would be immediately disconnected by the JWCC / Organizer's electrical engineers. The Organizers as per the Exhibitors requirement (up to the stipulated maximum load) will supply electricity.

The Organizers electrical engineer will check all electric fittings and circuits. Due to limited availability of electricity at the venue, exhibitors should not exceed their basic entitlement of electricity as per the table given below:

Area (Sq. Mts.)	Basic Entitlement for the booth
9	1000 W
18	2000 W
27	3000 W
36	4000 W
54	6000 W

12.2 Electrical Guidelines

- **Exhibitors may please note that Personal lighting is strictly NOT ALLOWED.** The organizers reserve the right to remove/disconnect electrical connection of **Personal light**.
- One power socket is provided per stall. The socket shall be used for connecting laptop / computer / TV screens etc. The socket should not be used for electrical equipment such as Electric Kettle etc.
- Whenever exhibitors ask for extra furniture, the light will come with the extra furniture.
- Electricity will be supplied only through the Organizer's official contractor appointed by the Organizer. No multi-plug can be used by any Participants Exhibitor.
- Exhibitors are strictly advised NOT to directly draw electricity from the venue Distribution Boxes. If detected, these would be immediately disconnected by Organizer's electrical engineers.
- Exhibitors CAN NOT use their own electrical fittings and light & furniture.
- Each booth will be provided with electrical connections of two 6 amp plug points which should be utilized only for Laptop/ Mobile Charging & Diamond Lamps only. If used for electrical fittings or lights, then it would be immediately disconnected by Organizer's electrical engineers.
- An inspection team comprising of representatives from the stand contractors, the Organizer and Electrical Consultant will be responsible for recording the power consumption of each of the stalls.
- Plasma TV and other display Equipment's to be installed at the booths: Exhibitors who will be installing Plasma TV or other display equipment's in their booths are requested to indicate the position of those display equipment's in their customized booth layout to be submitted with **Form No. 2** to the Organizer. If not submitted, Organizer will not be responsible to displace if its own signage's and banners later, if the same are found to be obstructing those displays installed at the booths by the exhibitors.
- Any decision of the organizer's & electrical consultant on the exhibitor's booth electrical work will be final and binding.
- Organizer will not be responsible for any loss of exhibitors' or contractors' material before, during or after the show which includes booth decoration and dismantling period.

12.3 Covid-19 Guidelines & Common Rules & Regulations

All Exhibitors must strictly adhere to the following rules and regulations:

SOP for Covid-19 to be followed by Exhibitors

- As per new order no: DMU/2020/CR. 92/DisM-1, dated 27th Nov 2021, by Govt of Maharashtra, all persons attending any show or event need to be **"FULLY VACCINATED"**. **Vaccination Certificate as "FULLY VACCINATED" to be uploaded on the online manual on Form No 12**
- **Persons above age of 65 years, persons with co-morbidities, pregnant women are advised to stay at home**
- **All the exhibitor & their staff should maintain appropriate distance between themselves & with the visitors**
- **Exhibitors should have hand sanitizers at the entrance of their booths**
- **The exhibitors should always wear masks**
- **All exhibitors should compulsorily wear gloves while dealing with products to be showed to the clients**
- **All the products to be properly cleaned with sanitizers (or solutions that do not affect the product) before handing the goods to the clients & keeping back in their showcases**
- **Exhibitors should frequently sanitize their hands with alcohol-based sanitizers even though hands may not be visibly dirty**
- **Exhibitor should follow respiratory etiquettes involving covering your mouth & nose with tissue paper/handkerchief while coughing & sneezing & disposing off used tissues.**
- **Spitting is strictly prohibited**
- **Exhibitors should be responsible to avoid crowding of visitors in their respective booths. Only limited no of visitors as per booth size to be allowed entry in their stalls**
- **Installation of Arogya Setu App is mandatory**

made construction of RAW SPACE in the entire show. Basic furniture will be provided for each booth. The exact drawings & designs of the Booths will be sent to you later.

- All exhibitors are requested to abide by the terms & conditions & general guidelines for participation at IJS Signature 2022 as mentioned in the exhibitor manual & the terms & conditions mentioned in the space application form.
- In case of violation of any rules & regulations & Terms & conditions, Council will initiate strict disciplinary action which may include immediate closure of the booth & debarring from participation at future shows organized by Council.
- All the exhibitors must compulsorily use the services of the appointed agencies for IJS Signature 2022. Availing services of any outside agencies/vendors, unless otherwise approved by Council, will be considered as violation of the participation rules & disciplinary action will be taken as mentioned above.
- For those companies displaying products other than Gems & Jewellery in Jewellery & Loose stones section, the Organizers reserves the right to close the booth without any notice to the Exhibitor.
- Companies dealing in Silver Jewellery, Gifting Items & Artefacts must participate in silver section only.
- Customization of booths with personal fittings & Furniture is not permitted.
- Blatant display of rates not allowed.
- No projection will be allowed which may cause any obstruction to the neighbouring stalls.
- Playing of loud music is not allowed, Obstructing items are liable to be removed without warning.
- Exhibitors will be held liable and will be fined for any damage caused to the exhibition site, by them. Please note that for any damages, the Organizer will charge the exhibitor concerned to the extent of the damage caused.
- Hanging of decorative materials such as banners or wires from the ceiling of the exhibition halls is strictly prohibited.
- All the decorative material should be placed within the booth space. Exhibitors are requested to hold demonstrations and presentations in their own booths, keeping enough room for their audience so that the audience's interest is focused on the individual booth, and they do not disturb the gangway.
- Exhibitors are requested to keep the dustbins outside their booths when they leave the booths at the end of the show every day. Housekeeping personnel will be cleaning the passages and gangways and **NOT IN THE BOOTHS** of the exhibitors. Any exhibitor who wants to clean the interiors of their booths needs to apply for the same by submitting **Form No. 6** to the Organizer. The Housekeeping personnel will be cleaning the inside of the booths only in presence of the exhibitor's representatives.
- Exhibitors are responsible for the removal of all trash at the close of the exhibition. Large volumes of waste – any items including catalogues, books, etc. remaining in the booths will be regarded as trash, and exhibitors will be charged for its/their removal.
- Smoking is strictly prohibited in the entire Exhibition Area, which includes all Exhibition Area, Cafeterias/Coffee shops, Registration Area and Business Centre and Toilets.
- Loose stone section: Exhibitors of this section will be allowed to exhibit ONLY Loose Stones (i.e., loose Diamonds & loose Gemstones). No other section exhibitors will be permitted to display loose stones other than in the loose stone section.
- A detailed customized layout of the booth including the safe placement must be submitted online on the exhibitor manual on or before **15th December 2021**
- Any kind of Food is strictly not allowed inside the exhibition halls **as the cafeteria/coffee shops will have breakfast, lunch & snacks facilities throughout the show timings.**

As there is no Strong Room/Overnight Vaulting facility at the show, all Exhibitors are suggested to hire a safe from M/s. Godrej, the official safe suppliers. It may be noted that hiring, safe should be ordered online by submitting **Form No. 5** for safe rental facility. Orders for the Safe/s must be placed immediately to avoid surcharge on late orders.

All the exhibitors are requested to take a note that no personal safes would be allowed other than the safes from the authorized agency appointed by the Organizer at the exhibition.

All orders made onsite, after the deadline of online exhibitor manual, will be approx. 100% surcharge on hiring cost of last deadline & subject to availability. (Surcharges are considered in account of manufacturing, transportation & installation as last-minute requirement)

It is to be noted that for all exhibitors who opt for safe leasing from Godrej, an indemnity bond on a ₹ 200/- Stamp Paper must be signed & duly **Notary** to be submitted to the Organizer's office before the final deadline of **15th December 2021** by the exhibitors. The Safes would only be handed over on submission of this affidavit cum indemnity bond. **The payment for safe leasing to be made ONLY through NEFT. The details of payment submitted to be updated in the online exhibitor manual**

Exhibitors need to select two authorized persons who will be responsible for collection of safe keys in online exhibitor manual form. To select the authorized persons their badges must have been applied in Exhibitor Badges **Form No. 4**.

No Safe bookings will be accepted after **15th December 2021**

DIMENSIONS OF SAFE & CHARGES

Sr. No.	Item Description	Size (in mm)			Weight	Volume	Charges (₹)
		Height	Width	Depth			
1	Safire 40L	435	305	302	61	40	9,990/-
2	FR 1060	1060	450	355	236	169	15,900/-
3	FR 1360	1360	550	355	316	265	22,990/-

Safe Leasing Charges for International Exhibitors (US \$)

Sr. No.	Item Description	Size (in mm)			Weight	Volume	Charges (\$)
		Height	Width	Depth			
1	Safire 40L	435	305	302	61	40	143
2	FR 1060	1060	450	355	236	169	227
3	FR 1360	1360	550	355	316	265	328

* No TDS to be deducted / All safes will be supplied with wooden pedestal of height approx. 100mm.

IMPOTANT RULES & REGULATIONS

1) Submission of Layout of Godrej Safe Placement:

Exhibitors must submit the booth layout giving the location of safes to be placed in position. Doors (with door opening position) and spaces within the booths should be planned, constructed and marked on the layout to allow free positioning of the safes that have been ordered. Godrej will deliver and place the safe in the booth as per the layout submitted.

2) Re-Shifting of Safe Placement:

Exhibitors will be charged additionally for re-shifting of Safes after placement of safes as per submitted stall layout. The Organizers will not be held responsible for adhering to any changes thereafter

3) Collection and Deposit of Safe Keys:

Safe keys will be handed over ONLY to the authorized person/s, from the exhibiting company. Verification of the authorized personnel will be done jointly by Godrej and the Organizer at the service counters, which will be in each section of the respective halls. Kindly check if the name/s and photograph/s of the person/s that will be responsible for collecting the Safe Keys from Godrej have been submitted. (Only these persons will be authorized to collect the duplicate keys, in case of loss or theft of keys, on written applications).

Additional charges with regards to Safe Keys for the following services

Sr. No.	Job Description	Safe Model No. FR 40 & 1060	Safe Model No. 1360, Def 61
1	Loss of Key / Duplicate Key from Godrej (Per Key)	₹ 5,200	₹ 5,200
2	Replacement of Lock with new set of keys	₹ 6,200	₹ 8,200
3	Damage / Breaking Lock (force-opening)	₹ 18,000	₹ 28,000
4	Re- Shifting charges (if required)	₹ 3,500	₹ 3,500
5	Loss of key pouch	₹ 200	₹ 200
6	Any other service jobs will be charged extra at actual. Other Govt. Levies & taxes will be extra.		

IMPOTANT RULES & REGULATIONS

4) Submission of Layout of Godrej Safe Placement:

Exhibitors must submit the booth layout giving the location of safes to be placed in position. Doors (with door opening position) and spaces within the booths should be planned, constructed and marked on the layout to allow free positioning of the safes that have been ordered. Godrej will deliver and place the safe in the booth as per the layout submitted.

5) Re-Shifting of Safe Placement:

Exhibitors will be charged additionally for re-shifting of Safes after placement of safes as per submitted stall layout. The Organizers will not be held responsible for adhering to any changes thereafter

6) Collection and Deposit of Safe Keys:

Safe keys will be handed over ONLY to the authorized person/s, from the exhibiting company. Verification of the authorized personnel will be done jointly by Godrej and the Organizer at the service counters, which will be in each section of the respective halls. Kindly check if the name/s and photograph/s of the person/s that will be responsible for collecting the Safe Keys from Godrej have been submitted. (Only these persons will be authorized to collect the duplicate keys, in case of loss or theft of keys, on written applications).

13.2 Move in and Move out Information for depositing Valuables

Timing for Deposit of Valuable Merchandise (Pre-Exhibition): 5th January 2022. 10 am – 6 pm

Vehicle entry on the above days will be permitted for cars with staff having Exhibitor Badges. Exhibitors can use this car prior to the show to deposit merchandise as per the timings given above.

Timings for bringing in Valuable Merchandise (Only on Day 1 of Exhibition):

From 7.00 am on Day 1 of the Exhibition (6th January 2022), the Organizers have planned for armed cars to be provided by the Official Freight Forwarders to those Exhibitors who wish to carry valuable

merchandise to their respective Halls. Charges for the same can be obtained directly from the Freight Forwarders

Timings for display of Valuable Merchandise (6th – 9th January 2022):

Exhibitors will be allowed to enter the JWCC premises from 7.00 am onwards on Day 1 of the exhibition to display their merchandise. From Day 2 onwards, exhibitors will be allowed to enter the premises from 8.00 am onwards.

Timings for taking back Valuable Merchandise & dismantling of booths (Post Exhibition):

Last Day of the Show – 9th January 2022, 5.30 pm - 9.00 pm

Vehicle entry on the above day will be permitted outside the halls after 5.30 pm onwards for cars. Exhibitors can use this car for the removal of merchandise as per the timings given above. Exhibitors are strongly advised not to leave any of their goods unattended after 5.30 pm on the last day of the Exhibition.

(To be submitted on Company's Letterhead)

Date: 09/01/2022

To,
The Executive Director
The Gem & Jewellery Export Promotion Council.
Mumbai

Sub: Permission for allowing us to carry back valuable items out of the Exhibition Hall during the exhibition days of IIJS SIGNATURE 2022.

Dear Sir,

In reference to the subject of this letter, please permit us to carry back valuable items out of the Exhibition Hall. The details of our company are as under:

Name of the Company: _____
Address of the registered office: _____
Authorised Person: _____ Stall No/s: _____

We certify that the above information is true and correct and we request you to allow us carry back, the following goods/Valuable items for sample lines / stock refresh or replacement / repairs, out of Exhibition Hall Jasmine/Pavilion

1. _____
2. _____
3. _____
4. _____
5. _____

We hereby declare that the above goods/valuable item are carried out by us from the Exhibition Hall Jasmine/Pavilion at our risk and responsibility and the Organizer or any official agency appointed by Organizer shall not be held responsible or liable in this regard.

We further declare that in case the Organizer or any official agency appointed by Organizer is held liable or responsible in this regard, we shall indemnify the Organizer and keep the Organizer indemnified and safe and harmless at all times, against any and all claims, liabilities, damages, losses, costs (including reasonable legal fees), charges, expenses, proceedings and actions of any nature whatsoever made or instituted against or caused to or suffered by the Organizer directly or indirectly by any reason whatsoever.

Important Instructions:

1. Exhibitors will be allowed to Move In & Out the goods/Valuables during exhibition days strictly as per below mentioned timings only.
 - Bringing the goods/ Valuables inside between 8:00 am to 6:00 pm
 - Taking back the goods/ Valuables for sample lines / stock refresh or replacement / repairs from the stalls will only be permitted after 5:00 pm
 - Exhibitors will have to submit the declaration on their company letterhead duly stamped & signed in original for taking back their valuable. The letter will be acknowledged by the respective service stall and the exhibitors will have to submit a copy of this letter to security at the Exit gates of their respective Halls.

Name of Partner/Director:

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Stand Cleaning Services (Online form No. 6)

Any exhibitor who wants to clean the interiors of their booths needs to apply for the same by submitting the online **Form No. 16**. The Housekeeping personnel will be cleaning the inside of the booths only in presence of the exhibitor's representatives.

The rate for the service is charged per exhibitor as given below:

Sr. No.	Area	Rate (Exclusive of Tax)
1	9 to 18 Sqm Area	₹ 935/-
2	27 to 36 sqm Area	₹ 1800/-
3	54 Sqm Area	₹ 2100/-

The Housekeeping Services include

- Wastepaper Basket Clearance
- Table-top cleaning
- Dusting of the stall space
- Vacuum cleaning of the stall area
- **Housekeeping services DO NOT include showcase & glass cleaning.**

The services can be availed at either of two timings – 08:00 am to 09:00 am OR 06:00 pm to 07:00 pm the same timing will be followed for all the five days.

- Kindly submit **Form No. 6** in online exhibitor manual with your preference of timing before **15th December 2021**. Payments can be made online only on the portal along with the print acknowledgement of application submitted online.
- Payments once made are not refundable.
- Any complaints regarding the Housekeeping Service / Personnel should be addressed to your Zone Manager at the Service Stall.

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Wireless Internet Services (Online form No. 7)

COMING SOON

16

Electronic Surveillance (CCTV) (Online form No. 8)

Electronic Surveillance is available on rent through Official Agency. Exhibitor can avail of electronic surveillance security services - CCTV systems in their booths on rental basis.

CCTV Exhibitors						
Sr No	Company Name	Company Address	Bank Account details	Contact Person	Contact Number	Email ID
1	Spectra Services	707, Pride of Vakola Bldg, Vakola pipeline, Santacruz east, Mumbai-400055	Bank Account details: Canara Bank, Account No: 0119201002842, Bank: -Canara Bank Branch :- Vakola,Santacruz, IFSC code :- CNRB0000119	Mr Rajesh & MS Pushpa	88799 70901 / 98207 48996	nemarajesh8@gmail.com , rajesh@spectraservices.co.in

2	Jaymit Security Systems Pvt. Ltd	19, Tinwala Bldg, Tribhuvan Road, Near Dreamland Cinema, Grant Road (East), Mumbai - 400 004	Jaymit Security Systems Pvt. Ltd Bank : Indian Bank , Branch : Prarthna Samaj ,IFSC Code : IDIB000P049 Account No : 417749843	Mr. Rajiv Mody / Mr. sanjeev Chavan	900460 3313 / 9323104 011 / 022 23864011	rajiv@jaymit.com / sanjeev@jaymit.com / info@jaymit.com
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CCTV EXHIBITOR SERVICES - IIJS SIGNATURE 2022			
SR. NO.	ITEM	SPECTRA SERVICES	JAYMIT
		Rates (Excl of GST)	Rates (Excl of GST)
1	02 nos. Indoor Dome Camera - to operate in regular lighting:	₹ 10,000	₹ 10,000
2	04 nos. Indoor Dome Camera - to operate in regular lighting:	₹ 14,000	₹ 14,000
3	06 nos. Indoor Dome Camera - to operate in regular lighting:	₹ 18,000	₹ 18,000
4	08 nos. Indoor Dome Camera - to operate in regular lighting:	₹ 20,000	₹ 20,000

Please note that exhibitors can get their own systems for electronic surveillance however, exhibitors would require to submit the declaration on their company letterhead using non-official agency. The declaration is as under:

Exhibitor Declaration for installing own Electronic Surveillance System in booth at IIJS SIGNATURE 2022

We hereby declare that we are installing electronic surveillance system through private agency in our booth at IIJS SIGNATURE 2022.

We hereby understand and agree:

1. That the power supply at our booth will be from 8:00 am to 8:00 pm only during exhibition period.
2. We are bound and liable to keep the CCTV recording for organizers till **15th Feb 2022** and provide to organizer on demand as and when required till the stipulated date.
3. We shall not hold the organizer responsible for, non-functioning of any such systems, equipment's or apparatus which will be hired/used for the abovementioned services/amenities/facilities.

COMPANY INFO

Person Name: _____	Designation: _____
Company Name: _____	
Booth No: _____	
*Signature & Date: _____	Company Stamp: _____

PRIVATE AGENCY INFO

Person Name: _____
Company Name: _____
Contact (Mobile) _____

This form is mandatory for exhibitors participating in jewellery section for giving an undertaking that the jewellery product on display is strictly in accordance with the fineness marked/specified on the jewellery. Kindly note, Dual Marked jewellery is not allowed for display at the exhibition.

The deadline for submitting **Form No. 6** undertaking of jewellery fineness certificate is **15th December 2021**.

M/s. Poppy Petals has been appointed as the Official Floral Agency for the supply of Flowers/Plants. Exhibitors may submit online **Form no.10**, to order/hire flowers, bouquets, etc., to decorate their booths. The Online order & Payment to be made latest by **15th December 2021**.

Name of the contact persons:

Hiral Chokshi: +91 9987577999
Nikita Chokshi: +91 9833661555
Ashok Chokshi: +91 9320377999
Dhruv Mishra: +91 7021649656

ADDRESS:

Ground Flr, Parul Bldg, Veera Desai Rd, Andheri West, Mhada, Mumbai 400053

BANK DETAILS

Account holder: Poppy Petals
Account number: 0155201002826
Bank name: Canara Bank
Branch: Khetwadi
IFSC Code: CNRB0000155.

Any types of Flower Décor on Fascia are not allowed.

The List of plants & flowers for decoration is as under:

NO	ITEM DESCRIPTION	Rates (₹) (Excl of GST)
1	Ficus benamina - pot size - 12", Height - 3' - 4'	12/-
2	Areca palm - pot size - 14", height - 4' - 5'	12/-
3	Ficus variegated - pot size - 8", height - 2' - 3'	12/-
4	Dracaena Plant - 8", height - 2' - 3'	12/-
5	Flower Arrangement of Roses - A	50/-
6	Flower Arrangement of Roses - B	70/-
7	Flower Arrangement of Carnations - A	75/-
8	Flower Arrangement of Carnations - B	90/-
9	Flower Arrangement of Lilium - A	105/-
10	Flower Arrangement of Lilium - B	140/-
11	Flower Arrangement of Anthurium - A	100/-
12	Flower Arrangement of Anthurium - B	150/-
13	Flower Arrangement of Orchids in a glass vase A	170/-
14	Flower Arrangement of Orchids in a glass vase B	200/-
15	Flower Arrangement of Birds of Paradise -A	150/-
16	Flower Arrangement of Birds of Paradise -B	200/-
17	5 Feet Long Flower Arrangement (Pedestal) - Exotic Flowers - A	824/-

X



18	6 Feet Long Flower Arrangement (Pedestal) - Exotic Flowers - B	1000/-
19	Arrangement Of Assorted Normal Flowers - A	160/-
20	Arrangement Of Assorted Normal Flowers - B	200/-
21	Arrangement Of Assorted Exotic Flowers - A	200/-
22	Arrangement Of Assorted Exotic Flowers - B	200/-
23	Tabletop Arrangement - A	100/-
24	Tabletop Arrangement - B	150/-
25	Arrangement for Exotic Flowers-A	200/-
26	Arrangement for Exotic Flowers-B	200/-
27	Décor for stall- A (cost per feet)	250/-
28	Décor for stall- B (cost per feet)	268/-
29	Décor for stall- C (cost per feet)	250/-
30	Décor for stall- D (cost per feet)	250/-

19 Exhibitor Clearance (Online form No. 11)

All Exhibitors can handover their exhibit items to official freight forwarders to take out of exhibition hall after the Exhibition is officially closed on the last day. Exhibitors are required to submit Exhibitor clearance **form no. 11 in triplicates**, to the Zone Managers at the service booth & get acknowledgement for clearance.

20 Hotel Reservation (Online form No. 13)

20.1 LIST OF OFFICIAL HOTELS

Sr. No.	Name of Hotel	Rates in INR		Breakfast	Taxes
1	St. Regis	₹ 7500	₹ 7500	Included	Excluded
2	JW Marriott Sahar	₹ 7000	₹ 7000	Included	Excluded
3	JW Marriott Juhu	₹ 7000	₹ 7000	Included	Excluded
4	Courtyard Marriott	₹ 6150	₹ 6150	Included	Excluded
5	Sahara Star	₹ 7000	₹ 7000	Included	Excluded
6	The Leela	₹ 6250	₹ 6250	Included	Excluded
7	ITC Maratha	₹ 6250	₹ 6250	Included	Excluded
8	The Lalit	₹ 6250	₹ 6250	Included	Excluded
9	Hotel Westin	₹ 6250	₹ 6250	Included	Excluded
10	Renaissance Hotels & Resorts	₹ 6250	₹ 6250	Included	Excluded

The forms will soon be live on IIJS Signature Website: <https://gjepec.org/iijs-signature/>

20.2 TERMS & CONDITIONS

- All reservations are routed from GJEPC website to the official hotel websites.
- Kindly, fill in all the necessary information & book the room.
- In case, the show is cancelled due to pandemic / covid- 19, 100% refund will be provided for all the hotel bookings made.
- If the guest is covid 19 positive & unable to travel, the entire booking amount (100%) will be refunded back to the guest (Authentic Govt Covid 19 positive report needs to be submitted to the hotel)
- 100% retention for the entire length of stay will be applicable in case of any No-Show
- The Check In time at the hotel for all guests is 1400 hours (02:00 pm). Guests arriving prior to this time will be allocated rooms as soon as they become available. For all early check-ins, we

recommend that rooms are reserved and paid for the night before in order to guarantee early check-in.

- The Check Out time at the hotel for all guests is 1200 hours (12:00 pm), late check outs will be subject to availability upon request which needs to be directly made to the hotel
- **In case of any change in the rate of taxes mandated by the Government at any future date, the same would be applicable and charged on the final billing by the hotel**
- **Cut of date for cancelation of room without any charge is 20th December (15 days before the show), any cancellation post 20th December will attract 100% retention charges.**

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Stall Allotment Letter

This form is applicable to all the exhibitors and will be available after approval of **Form No. 2**. The stall allotment letter can be downloaded from the exhibitor manual after filling details in Form No 2 of the online Exhibitor Manual

SECTION - 3 - OTHER SERVICES & OFFICIAL AGENCIES:

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Visitor Entry for National & International Visitor

OV Visitor Entry for International Visitor

i) Registration:

Entry for foreign buyers will be complimentary, if registered online until **9th Jan 2022**, Registration can be done online at <https://gjepec.org/ijs-signature/>

ii) Spot Registration:

Foreign buyers need to produce a valid photo identity (passport/ credit card/ driving license) and a business card.

TV

Visitor Entry for National Visitor

All Trade Visitors need to apply online on https://registration.gjepec.org/single_visitor.php no physical submission of visitor registration form is accepted.

Registration Charges for IJS Signature 2022:

Category of Visitors	1 st Phase Reg. Fees	2 nd Phase Reg. Fees	*On spot Reg. Fees
	1 st Nov - 10 th Dec 2021	11 th Dec 2021 - 3 rd Jan 2022	4 th -9 th Jan 2022
GJEPC Members	Rs. 1500	Rs. 3000/-	Rs. 6000/-
Non - Members	Rs. 2000	Rs. 4000/-	Rs. 8000/-

Above charges are inclusive of GST

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Freight Forwarding Agency

COMING SOON....

Note: It is to be noted that Exhibitors to avail services of the appointed freight forwarding agency only. Vehicles/staff of any other freight forwarding agency will not be permitted within the exhibition venue. In case it is found that any exhibitor has availed services of any other freight forwarding agency other than the agency appointed by Council, strict disciplinary action will be taken against such exhibitors which may include immediate closure of their booths & debarring from participation at any future shows organized by Council

Trolleys are available to exhibitors on request, at the venue. A refundable deposit of ₹ 500/- per trolley will have to be paid to hire the trolley services the same has to be return within 1 hour. The Exhibitor needs to submit a photo ID while availing Trolley Services. Exhibitors can contact the Trolley Counter onsite on **5th January** and **9th January 2022**.

Each Section has been provided with service booths of 18 sq.mt. (Marked as 'SS') these stalls are marked on the floor plan. Please refer to legend.

LOCATION OF STAND CONTRACTOR SERVICES: Stand contractor services will be available in both the Halls in Organizer service booths; Service can be availed of on a chargeable basis, as per availability.

First Aid counter is created in Pavilion Hall. Basic First Aid facilities will be provided at the First Aid Counter. An ambulance will also be present at the venue in case of an emergency. During the construction & dismantling period First Aid booth will be located at entrance of all the halls.

Complimentary lunch will be available in meeting rooms on Level 1 & 2 for exhibitors & visitors between 12 pm to 4:00 pm. All type of food including Jain food will be provided at the F&B area in the exhibition. Breakfast/Lunch & Snacks will be available at all Cafeterias & Coffee Shops on all days of the show. Please note that breakfast will be available from 8 am – 10 am at the cafeterias/coffee shops from **5th – 9th January 2022**.

Please note that no food coupons will be provided to exhibitors

Elaborate round-the-clock security arrangements including Electronic Surveillance have been made at the venue. Exhibitors should take care of their exhibits during the exhibition hours and not leave the booths unattended. Please read the Insurance Clause on "Organizers' Responsibility" mentioned in the space application form for IIJS SIGNATURE 2022 (Point 12).

Exhibitors can book Hostesses from the following agency. The Organizer has negotiated rates for the benefit of the Exhibitors.

M/s PREMIER MARKETING

Address: S-13, 2nd Floor, Zoom Plaza, Gorai Road, Borivali (W) Mumbai -400091.

Contact Person: Renuka Uchil

Cell Nos: +91 9820214536

Email: - Info@premiermktg.in

Host/Hostesses required by exhibitors to assist them as stand attendants

Sr. No.	Category	Rate/Day (Excl of GST)	Shift
1	A + Hostesses who are slightly glamorous, with reasonably good height, well-spoken in English, Hindi, Marathi & a little bit of Gujarati apart from being either Postgraduates or Graduates or currently in the Second Year or Last year of their graduation	₹ 1600/-	8-hour shift
2	A Hostesses who are marginally glamorous, polished personality, well-spoken in English, Hindi, Marathi & a little bit of Gujarati apart from being either Postgraduates or Graduates or currently in the Second Year or Last year of their graduation.	₹ 1500/-	8-hour shift

3	B+	Hostesses who have Presentable looks, well-spoken in English, Hindi, Marathi & a little bit of Gujarati apart from being either Graduates or currently in the Second Year or Last year of their graduation.	₹ 1400/-	8-hour shift
4	B	Hostesses who have Decent looks, well-spoken in English, Hindi, Marathi & a little bit of Gujarati apart from being either HSC pass outs or currently in the Second Year or Last year of their graduation.	₹ 1300/-	8-hour shift
5	C	Hostesses who are simple looking, well-spoken in English, Hindi, Marathi & a little bit of Gujarati apart from being either HSC pass outs or currently in the Second Year or Last year of their graduation.	₹ 1200/-	8-hour shift

The above agency can also provide models & male event staff (promoters) on request.

Note:

- Council has negotiated the rates for hiring of hostess solely to facilitate exhibitors desirous of hiring such service, hence council will not be held liable for & in any manner whatsoever".
- Hiring of hostess from the agency will solely be governed by the service agreement executed/ terms agreed by the Exhibitor & Agency between themselves
- The badges for hostesses should be within the entitled quota of badges that each Exhibitor is allowed
- No models are allowed to display any Jewellery outside the perimeter of the booths

Exhibitors will have the flexibility to fill all the forms online related to the exhibition, from the official website: <https://gjepec.org/iijs-signature/> This website will keep you fully informed about the status of each form.

The website is now even more user friendly and offers a plethora of other information, such as:

- Online Exhibitor Manual
- Venue Details
- Helpdesk
- News & Press Releases
- History of IIJS SIGNATURE
- Exhibitor Directory on GJEPC App
- Mumbai Guide
- Highlight Updates
- International Visitors Registration ONLINE
- Hotel Reservation

Ask our specialized team for any further details you require. Visit the website or email your queries to: iijs@gjepecindia.com